

Central Wisconsin Community Action Council, Inc.
PBP Committee Meeting Minutes
June 11, 2021

Present: Charlie Krupa (by Zoom), Joy Casperson, Ross Curry, Sandy Wormet (by Zoom), John Atkinson, and John Earl

Excused Absence: John Wenum and Scott Beard

Staff: Fred Hebert, Ed Czerkas, Dale Casperson, Wendy Schneider, and Donna Lynch

Guests: Muriel Harper, Donna Maly, and Dave Singer

1. Charlie Krupa called the meeting to order.
2. Roll call was taken with six members present.
3. Motion passed by unanimous vote approving the agenda. Motion passed by unanimous vote approving the May 14, 2021 meeting minutes.
4. Ed presented the Buildings Maintenance & Repairs Report with detailed information about each of our buildings. Dale & Gary are doing Adams & Juneau apartment inspections & making necessary repairs. **WD Ofc:** Furnace/bathroom fans cleaned, garage ¾ complete/waiting for materials, boardroom rug repair, SCSEP employee Larry won't be returning/Bob Schmidt assisting in his place, motion passed by unanimous vote to pursue seal coating of upper & lower level parking lots; **Wenum Apts:** Security lights installed; **Pine Grove:** Dryer repair; **Kenwood:** Furnace repair; **Beaver Dam:** Fireproof entrance doors, other repairs, security cameras installed; **Krupa Apts:** New sign installed; **Holly Heights:** Interior doors replaced; **Wood Hollow:** Security cameras being installed; **Gift of Years:** Garbage dumping issue hopefully resolved with installed security cameras, dishwasher repair, working on building sign; Gina completed Physical Inspection Report with next one due in September. Myles Mead assisting with lawn maintenance at the Necedah/Mauston locations and Gary Zimmer assisting at the Dells.
5. Joy presented the Property Managers Report with an occupancy rate of 93%. They are working to fill vacancies. Although some clients are over-income for Gift of Years, they may be a fit for our other buildings. Jenny Masch is training to assist with apartment paperwork and has many good ideas.
6. Joy presented the Eviction Notice Process. A Five-Day Quit or Cure is issued for non-compliance of apartment rules. If they don't comply, a 14-Day Move Out is issued after which the eviction process is started. We pay to process, which is done online, and pay to have the person served. If it goes to court and judge agrees, the person is evicted, if not another court date is rescheduled. This is done only as a last resort and we assist in finding them a new place. During COVID, no evictions took place; we worked to resolve issues.
7. Wendy explained the Wisconsin Rental Assistance Program which started in March. We are able to assist those affected by COVID for up to 15 months by paying rent or utilities. In four months, we have assisted 386 households with \$1.2 million spent (20 in Adams, 67 in Columbia, 98 in Dodge, 76 in Juneau, & 125 in Sauk). Applicants must be at 80% CMI and apply for Energy Assistance to qualify.
8. Wendy and Donna Maly provided an update on the Beaver Dam Homeless Shelter. They are still waiting for their 501(c)(3) to be approved and busy with fundraisers. A Men's Shelter location has not been identified yet.
9. Wendy presented information on homeless issues. Letty appeared in the paper accepting a donation for New Beginnings Homeless Shelter. We've hired Nicole Tidwell as the new

Baraboo Shelter Manager, and currently interviewing for a shelter assistant. The shelter is running great, with 15 people currently there. Wendy is working on many grants that are coming due; specifically, an Associated Bank Grant through WISCAP and a new Youth Grant through Continuum of Care. The Women's Shelter is currently at full capacity.

10. Fred presented information on our 2021 – 2022 Weatherization Contract which is the same as last year at approximately \$2.2 million. After discussion, motion passed by unanimous vote to approve the 2021 – 2022 Weatherization Contract and pass along to the full board for approval.
11. Fred mentioned we are waiting for the State RHD contract for the Fait Family Apartments.
12. The State RHD Grant Application and the Federal Home Loan Bank Grant Application for the Gomoll project have been submitted.
13. Fred mentioned that we are participating in a Vaccination Grant opportunity with eight other CAP agencies. Each agency will receive \$3,600 used to encourage vaccinations. Jenny will develop a brochure for distribution at each of our 18 food pantry locations which should reach 4,000 – 5,000 families.
14. We will be pursuing a \$100,000 grant with WISCAP to assist any businesses affected by COVID.
15. Fred presented a Memorandum of Understanding between the Baraboo Homeless Shelter and CWCAC for review.
16. Donna Maly described five lots currently up for bid in the City of Beaver Dam at a cost of \$75,000. Fred mentioned that we are considering purchase of the lots with Neighborhood Stabilization Funds, and building of affordable housing. Discussion included zoning, assessed value, and ground contaminants from the previous business. Fred will find out more information.
17. Next Meeting – Friday, July 16, 2021 @ 10:00 am